

Minutes of the Caretaker House Committee Meeting of the Council on Tuesday 25th June 2024 in the Council Chamber at 1.00pm.

Present: Mayor Cllr BS Sehmi, Deputy Mayor Cllr DJ Griffiths, Cllr JT Jeremy, Cllr B Lloyd, Cllr R Price & Cllr RJ Thornton, with S Mann (Clerk).

6 Apologies for Absence. Members were requested to directly inform the Clerk of any absences, in order to formally register their apologies and keep an accurate record of attendance.

- a. Apologies received for approval: Cllr W Chant, Cllr ES Evans, Cllr FD John & Cllr S Williams.
- b. Absent without apology: Cllr BT Price.

7 Declarations of Interest: Members were requested to declare both pecuniary interests (financial interests) and non-pecuniary interests (personal or prejudicial interests) that could influence their decision-making in relation to items on the agenda. This declaration ensures that other councillors and the public are aware of potential conflicts.

Cllr JT Jeremy declared a personal interest in item 10 a. 3 & 4.

Cllr R Price declared a personal interest in item 10 a. 5 & 6.

8 Confirmation of Minutes for:

- a. Caretaker House Committee Meeting of the Council on Monday 20th May 2024 were
RESOLVED to be approved.

9 Public Representations from members of the public in attendance about any business to be discussed: None.

10 Matters Arising

- a. **Project Brief: Redevelopment of St Davids City Hall Premises.** As the project needs at least three quotes, the Clerk has contacted the three architects initially involved from last year's preliminary stages of the project and requested they confirm their interest and availability in recommencing with the project in light of the recent developments involving the Pembrokeshire County Council Library Services Transformation Capital Grant Programme. The architects have been requested to update any quotes provided. Two out of the three initial architects have confirmed their interest

& the Clerk has made further enquiries with other architects based in Pembrokeshire. Further updates have been requested for costs and have been received from Architect A, while Architect B has provided confirmation that the original quotation (5) remains the same including costs.

- 1 Cllr BS Sehmi: Community Shop & Library Plan Sketch 08 May. *See below*
- 2 Cllr BS Sehmi: First Floor Plan – Gallery – Sketch 09 – May. *See below*
- 3 Architect A: Engagement Letter p1. *See below*
- 4 Architect A: Engagement Letter p2. *See below*
- 5 Architect B: Q317. *See below*
- 6 Architect B: Standard Terms and Conditions. *See below*

The project brief was reviewed, and it was RESOLVED to update and finalise it for architect dissemination. The Clerk confirmed that a third architect based in Pembrokeshire has expressed interest and will be included in the next steps. Once precise cost estimates are obtained, the Committee will assess financial viability and outline plans for alternative community ideas if necessary.

The updated project brief involves relocating the Library to the ground floor of the vacant Caretaker House. The meeting RESOLVED to direct the Clerk to seek clarification from PCC Library Services regarding any stipulations in the terms and conditions of the Transformational Capital Grant for the Committee to review before fully committing to its target to pursue this initiative during the 2026-2027 cycle of the programme.

Recognising the project's scale, the City Council will likely need to borrow funds alongside grant funding. Welsh Government approval is essential for borrowing, and public consultation is crucial for securing this approval. It was RESOLVED to hold a City Hall Open Day in autumn 2024, the engagement aims to consult the community fully about the Council's plans and will present an outline of the project's total cost, repayment timeline, and potential impact on community precepting.

There being no further business the meeting closed at 2.00pm

Signed

Date

Chair